

Governor's Workforce Investment Board Workforce System Committee

**Capitol Building, Helena
January 19, 2006**

DRAFT MINUTES

Committee Members Present: Thomas Curry; Julie Jordan; Jody Messinger; Joan Miles; Rodney Miller; Fred Sargeson; Alan Skari; Teresa Wall-McDonald.

Committee Members Absent: Robbe Lindsay.

Staff: Pam Watson

Guests: Roxane Gibbs; Wolf Ametsbichler; Will Stubsten; Dianne Lehm; Rebecca Engum; Connie Kinsey; Robert Thornton; Mike Shoquist; Rebecca Riedle; Jim Baker; Linda Moodry; Mary Berg; Shannon Harrison; Mike Nephew; Nichole Jackson; Rodney Miller; Kate Kahle; Al Ekblad; Becky Bird; Jay Reardon; Marty Copps; Linda Woods.

Welcome and Introductions

Committee Chair Robbe Lindsay was unable to attend. Fred Sargeson agreed to Chair the meeting, and called the meeting to order at 9:05 a.m. Pam Watson conducted roll call and reviewed the documents in member's packets. The agenda was approved by consensus.

Discussion Items

Arlene Parisot was scheduled to give an overview of the Career Clusters Conference from October. She was unable to attend the meeting, so her report will be put on the agenda for the next meeting. Jody Messinger distributed a copy of the Montana High School Initiative. The Office of Public Instruction (OPI) is the lead agency on the project, and the initiative will result in a common language and a common direction for Montana high school education.

Pam Watson gave a report on the Statewide MOU. The SWIB is required to have a signed MOU with all mandatory system partners as defined in WIA law. The intent of the MOU is to ensure cooperation among partners and coordinate the services for participants in the system. Based on comments received on the draft MOU, SWIB staff will re-draft the MOU and provide to mandatory partners for final review. A signing ceremony will be planned for a date in March.

Pam Watson reviewed the Consortium Agreement with One-Stop Partners. The Consortium Agreement states each agency will coordinate their services and no extra funding is provided through the agreement. The agreement is a document constructed by the State Agency Management Team for Workforce Development, and WIA law requires operators to have a consortium of three mandatory partners. The agreement could be used by the Community Management Teams (CMTs) to be submitted with the application for certification of as a One-Stop.

Pam Watson stated that staff has been reviewing what options are available for the SWIB regarding the RFP process for service providers. A report will be given during the full board meeting tomorrow morning.

Committee Mission Statement and Goals

Acting Chair Sargeson referred committee members to the Information Paper that was attached to the Agenda, and asked if all had a chance to review the possible Committee Charge and Duties. All stated they had, and discussion ensued. Teresa Wall-McDonald moved and Tom Curry seconded a motion to adopt the following Charge and Goals. The motion passed unanimously.

Charge

- ❑ To oversee & coordinate the implementation of the Governor's and the Board's strategic workforce development plans through the actions and operational directives of the state's executive agencies. In addition, to ensure compliance with the applicable laws and regulations governing workforce development programs, and to bring policy issues and recommendations to the Governor and State Board.
- ❑ To develop meaningful accountability measures for Montana's workforce development system. Measures will include: responsiveness to businesses' current and emerging needs; alignment among workforce development, postsecondary education, and economic development; and the quality, availability, and outcomes of services provided through the workforce system; ensure Montana meets the goal of serving additional participants under the new statewide planning structure.

Goals

- ❑ Assess the responsiveness of the workforce development system, including programs under the control of the individual state departments, in meeting the identified employer needs.
- ❑ Coordination and marketing of system design to stakeholders and customers.
- ❑ Coordinate with the State Agency Management Team for Workforce Development to strengthen connections among the state's departments in meeting workforce development needs, including better coordination among k-12, post-secondary education, and workforce development services.
- ❑ Ensure continuous improvement in the system by Coordinating and promoting statewide performance measures for Montana's workforce development system.
- ❑ Design products that provide quality intelligence and clearly communicate, at all levels and across programs, the progress and performance of the workforce system.
- ❑ Work with the Research and Analysis Bureau, who will serve as advisory and resource staff to the State Board, to coordinate LMI products and services that will assist the SWIB in accomplishing its goals.

Committee Duties/Projects

Joan Miles encouraged developing a plan to work with counties to ensure local involvement. Teresa Wall-McDonald suggested reviewing commitments that were made in the 2-Year State Plan. Tom Curry moved to adopt the following projects, Julie Jordan seconded the motion which carried unanimously.

1. How are other states performing and looking at the workforce system as a whole?
2. What Native American initiatives are being pursued in other states?
3. What was Montana's WIA funding for the last 10 years? Committee would also like an explanation of the decrease in funds.
4. What are the video conferencing capabilities for committee meetings?
5. Staff will update committee on the progress of the Integrated Performance Information (IPI) Project and the feasibility of Montana developing a Data Warehouse for tracking performance.

Next Meeting Date

The committee agreed to meet via conference call at 1:00 p.m. on March 9, 2006.

Adjournment

There was no public comment, and the meeting adjourned at 10:20 a.m.